



BANWELL PARISH COUNCIL

MINUTES OF THE MEETING OF THE EMPLOYMENT COMMITTEE HELD AT THE YOUTH & COMMUNITY CENTRE AT 7pm ON MONDAY 16th JANUARY 2023

Present: Cllrs Paul Blatchford (Chairman), Kevin Gibbons, Paul Harding & Maggie McCarthy
In attendance: Liz Shayler (Clerk)

01/23 To receive and accept apologies for absence (agenda item 1).

No apologies were received.

02/23 To receive members' declarations of interest on any agenda item (agenda item 2)

No member's declarations of interest were received.

03/23 To approve as a correct record the Employment Committee meeting minutes from the 5th September 2022 (agenda item 3).

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous).

The minutes of the meeting were signed by the Chairman as a correct record.

04/23 To note the resignation of the Communications, Marketing and Grant Funding Officer (agenda item 4).

The resignation of the Communications, Marketing and Grant Funding Officer was noted.

05/23 To agree to increase the hours to 18 of the current Communications & Marketing Officer role to include elements of the proposed Planning & Administration Officer role (agenda item 5).

Resolved – To agree to increase the hours to 18 of the current Communications & Marketing Officer role to include elements of the proposed Planning & Administration Officer role.

The resolution was correctly proposed and seconded (unanimous).

06/23 To agree an application pack including job description, person specification & application form (agenda item 6).

Resolved – To agree an application pack including job description, person specification & application form with some editing comments.

The resolution was correctly proposed and seconded (unanimous).

07/23 To agree the timetable for the hiring of a new officer (agenda item 7).

Resolved – To agree the timetable for the hiring of a new officer and the cost of an advert with North Somerset.

The resolution was correctly proposed and seconded (unanimous).

08/23 To agree the date of the next meeting (agenda item 8)
6th March 2023 at Banwell Youth & Community Centre

The Chairman closed the meeting at 19:25

.....Chairman

.....Date